

[Date]

[Name]

[Address]

[City, State Zip]

Dear **[Name]**:

RE: Permit No. **[permit #]**

Thank you for sending in your permit fee. Enclosed is your permit (No. **[permit #]**), which includes your Development Schedule.

Beginning of Construction form

According to your permit, you are to begin construction on your water project on or before **[DATE]**. When you do begin construction, you must complete and submit the enclosed “Construction Notice: Beginning of Construction” form. Please return the form to the Water Resources Program at Ecology’s Southwest Regional Office.

If we do not receive the completed form by **[DATE]**, and do not hear from you otherwise, your permit may be cancelled. We understand that occasionally there are extenuating circumstances that may delay the start of a project. In this case, you **must** contact us, **in writing**, to request an **extension**.

Beginning construction and submitting the “Beginning of Construction” form are essential parts of the process towards securing a water right certificate. After the submission of that form, your next deadline is associated with the completion of construction of your water project.

Read your permit

Please read through your entire permit, along with the enclosed water right information sheet, to be sure you fully understand the terms and responsibilities associated with your permit. It is important to remember that this permit is not a *final* water right, it is permission by the state to *develop* a water right.

If we can provide any further assistance, please contact our office at (360) 407-6300.

Sincerely,

Thomas Loranger
Water Resources Section Manager
Southwest Regional Office

TL:th

Enclosures: Permit # **[permit #]**
 “Construction Notice: Beginning of Construction” form
 “Important Information Regarding Your Water Right”

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